



**ADMISSIONS POLICY FOR
BOURTON MEADOW ACADEMY
GEORGE GRENVILLE ACADEMY AND
LACE HILL ACADEMY FOR SCHOOL
AGE AND NURSERY CHILDREN**

September 2016.

Bourton Meadow Academy, George Grenville Academy and Lace Hill Academy Admission Criteria for School Age and Nursery Children September 2016

Introduction

Moving to a new school or nursery is a very important stage in the life of any child.

This booklet has been prepared to help you understand the admission arrangements for your son/daughter if you wish them to attend Bourton Meadow Academy or Nursery, George Grenville Academy or Nursery or Lace Hill Academy or Nursery.

General Information

In September 2016:

Bourton Meadow Academy will admit up to 90 children to Foundation 2.

Bourton Meadow Nursery will admit up to 75 children at any one time.

George Grenville Academy will admit up to 30 children to Foundation 2.

George Grenville Nursery will admit up to 26 children at any one time

Lace Hill Academy will admit up to 30 children to Foundation 2.

Lace Hill Nursery will admit up to 26 children at any one time.

Bourton Meadow, George Grenville and Lace Hill are Academy Schools and, as such, have their own admission authority. It is the Governing Body of the individual academy which determines the admission criteria for both the academy and nursery and operates the admission process. However, Buckinghamshire County Council will co-ordinate admissions into Foundation Stage for Bourton Meadow Academy, George Grenville Academy and Lace Hill Academy. Once a place has been allocated, Buckinghamshire County Council will write to parents confirming the school place.

Entry to an academy normally takes place in the September of the school year in which a child becomes five years old.

The academies do not operate a selection process and places are available for children of all abilities, irrespective of where they live. However, if there is an excessive demand for places, then places are allocated based on the school's admission criteria.

Defined Catchment Area

A defined catchment area is the area normally served by a school.

Bourton Meadow's defined catchment area can be viewed by clicking on the link below:



C:\Users\sballard\
Documents\Admission

Lace Hill Academy's defined catchment area can be viewed by clicking on the link below:



C:\Users\sballard\
Documents\Admission

George Grenville's defines catchment area can be viewed by clicking on the link below:



C:\Users\sballard\
Documents\Admission

Admission Numbers

The admission number for Bourton Meadow Academy is 90 into F2.

The admission number for Lace Hill Academy is 30 into F2.

The admission number for George Grenville Academy is 30 into F2.

Applying for a School Place

Buckinghamshire County Council will issue application forms during the Autumn Term. For children starting school for the first time it is advisable to apply online by visiting the following website: www.buckscc.gov.uk/schooladmissions. The deadline for application is 15 January at 3pm of the relevant year and if you do not apply by the deadline, it may adversely affect the chance of your child being offered a place at your preferred school.

If you do not apply by the deadline your child will not be considered until after all those who applied by the deadline. This may adversely affect the chance of your child being offered a place.

The application form asks for straightforward information about you and your child. The address you should give us is your child's permanent address at the time you fill in your application. This should be where your child and you live. If there are reasons why a child does not live at his or her parent's address, the parents should explain their circumstances in writing on the application form. If you are about to move into the defined catchment area of the school, an offer of a place will be on condition of providing evidence of either confirmation of legal exchange of contracts, or a lease agreement of at least six months on a property in which you and your family will be living. Failure to do so will mean a place will not be held for your child.

Admissions Criteria

When there are more applications for places than there are places available, priority would be given in the following order:

1. Children in care or were previously in care (as defined in the Schools Admission Code December 2012).
2. Children who have a statement of Special Education Needs which names the school as the appropriate provision.
3. Children who have a sibling who will be in attendance at the time of admission and live in the defined catchment area of the academy they are applying to. Proof of permanent residence may be required.
4. Children who live in the defined catchment area of the academy they are applying to. Proof of permanent residence may be required.
5. Children who have a sibling who will be in attendance at the time of admission and live outside the defined catchment area of the academy they are applying to.
6. Children who live outside the defined catchment area.

In the event of oversubscription according to these criteria, places will be allocated according to the distance of the child's home to school as measured between the main entrances of the school to the front door of the applicants' residence using appropriate computer software, with those living closer to the school receiving the higher priority. It is important to bear in mind the criteria when completing the preference form.

Please note there is no automatic right to a place at Bourton Meadow Academy, George Grenville Academy or Lace Hill Academy even if your child has a sibling attending the school or your child attends the Nursery or if you live in the defined catchment area.

For admission purposes, a sibling is defined as a brother/sister, or any other child (including an adopted child) who permanently resides at the same address and for whom the parent also has parental responsibility.

These criteria also apply to admissions of children who are requesting admission during the year, for example those who have just moved into the area. Such requests should be made directly to the appropriate school.

Applying for a Nursery Place

The Bourton Meadow, George Grenville and Lace Hill Nurseries with their additional care sessions and lunch clubs have been established to offer extended care for the neighbouring and wider community of Buckingham. These facilities on the academy sites are offered to compliment academy life and other additional educational activities which are already part of the extended provision. For Bourton Meadow and Lace Hill Nurseries children can only be registered for a nursery place after their second birthday after which they will be placed on a waiting list. For George Grenville Nursery children have to be 18 months to register.

Parents can request up to five free education sessions each week of three hours in the morning and the afternoon. The combination of these sessions are flexible and we try wherever possible to accommodate parents who may want to go to work or access training.

Parents are strongly encouraged to take up to five sessions or more as we feel that this benefits children's social, emotional and intellectual development and preference will be given to those requesting at least five sessions a week.

Along with the education sessions parents may also purchase additional sessions and/or lunch club sessions. This means at Bourton Meadow and Lace Hill Nurseries children can start at 8.30am, have lunch at school and remain at school until 3.30pm, George Grenville Nursery opens from 8.45am to 3.05pm in line with their school day. Again, preference is given to parents wanting a greater number of sessions.

At Bourton Meadow and Lace Hill Nurseries children are eligible for care sessions, places permitting, from the start of the term they turn three. They become eligible for the free education sessions the term following their third birthday. At George Grenville Nursery children are eligible for care sessions, places permitting, when they turn two and become eligible for education sessions the term following their third birthday.

Admissions Criteria

The following criteria will be taken into consideration, in the following order, when allocating places in the Bourton Meadow, George Grenville and Lace Hill Nurseries:

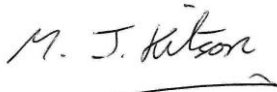
1. Age of child
2. Children of academy staff
3. Catchment area of the academy
4. Child already accessing care sessions
5. Siblings in the nursery
6. Siblings in the linked academy
7. Special circumstances i.e. health, social or emotional

All other policies and procedures are covered by those already in operation at Bourton Meadow Academy, George Grenville Academy and Lace Hill Academy.

Please note FEES are calculated and invoices issued to be paid in advance each half term as stated in our Nursery Terms and Conditions.

Please note that a place in the nursery class does not mean automatic entitlement to a place in the linked academy and this must be applied for through the normal channels.

Review Date: January 2017

A handwritten signature in black ink that reads "M. J. Kitson". The signature is written in a cursive style with a long horizontal stroke at the end.

Trust Director signature :

Name: Martyn Kitson

Date: 18.01.2016